

CHICOPEE MUNICIPAL GOLF



GOLF COURSE COMMISSION

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Thomas J. Robak
Chairman

Paul Tanguay
Vice-Chairman

GOLF COMMISSION MEETING

January 14, 2015

Meeting called to order by Chairman Robak at 6.00 pm.

ATTENDANCE:

Present: Chairman Tom Robak, Vice-Chairman Paul Tanguay, Commissioner Gary Lonczak, Commissioner Jennifer Wolowicz, Commissioner Robert Ledoux, Director Michael O'Neill, Tyler Minamy Regional Manager IGM, Stan Walczak, Bill Stetson, Doug Girouard

PUBLIC INPUT:

None.

COMMUNICATIONS:

Mike Bach - Golf Cart Information
Mike Bach - lock missing on main gate
Northern Tree Service - Arboricultural Tree Assessment

ACCEPTANCE OF MINUTES - December 10, 2014 meeting

Motion by Commissioner Wolowicz to accept the minutes of the December 10, 2014 meeting. 2nd by Commissioner Ledoux, motion passed

NEW BUSINESS:

1. 2015 Season Staffing:

Chairman Robak asked the Director to start the seasonal hiring process for the 2015 season.

Commissioner Ledoux asked that enough seasonal help be hired. Ledoux explained that we need to keep all of our seasonal positions at 19 hours per week where possible; Managing employee's hours will control some of our indirect costs

2. Range Opening:

Commissioner Ledoux asked the Director to open the driving range as soon as weather permits.

3. Winter Use of the course:

Chairman Robak asked that we post "no trespassing" signs on the perimeter fencing and "keep off the ice" signs on the ponds.

4. Event Calendar for 2015

Commissioner Robak asked the Director to keep an updated events calendar on line. This would keep golfers informed when events are being held, and when tee times would be available.

Director O'Neill said he would keep a calendar update on line and on other social media areas.

5. Player Dress Code:

Chairman Robak said he received complaints that golfers at times were not adhering to our course dress code. Robak noted that we are a public course, and we need to use common sense when addressing the dress code. All dress should be in a way not to disgrace golf.

6. Callaway Golf:

Chairman Robak asked Director O'Neill to contact Callaway Golf, a Chicopee business, to see if we could work with them to promote golf in the area.

Commissioner Tanguay noted that our 50th anniversary is this year and their involvement could be helpful in planning a 50th anniversary event.

7. Liquor License:

Bill Stetson said the process to get the license for the upcoming season is in the works.

8. Election of Officers for 2015:

Chairman Robak said nominations for 2015 Officers is open

Commissioner Ledoux nominated Commissioner Robak for Chairman, no other nominations for Chairman.

Roll call vote: Commissioner Tanguay-yes, Commissioner Ledoux-yes, Commissioner Wolowicz-yes, Commissioner Lonczak-yes-Commissioner Robak-yes

Commissioner Ledoux nominated Commissioner Paul Tanguay for Vice Chairman, no other nominations for Vice Chairman.

Roll call vote: Commissioner Ledoux-yes, Commissioner Wolowicz- yes, Commissioner Lonczak- yes, Commissioner Robak- yes, Commissioner Tanguay-yes

Commissioner Tanguay nominated Commissioner Jennifer Wolowicz for Secretary, no other nominations for Secretary

Roll call vote: Commissioner Ledoux-yes, Commissioner Tanguay-yes, Commissioner Lonczak-yes, Commissioner Robak-yes, Commissioner Wolowicz-yes.

Chairman Robak closed nominations for 2015 officers

OLD BUSINESS:

1. Policy on Complaints:

Director O'Neill presented a form for the commission's approval.

After a brief discussion it was agreed to call this form "Comment form - Chicopee Country Club". Director O'Neill said these forms would be available in the pro shop. Submitted comments in writing will be reviewed at each commission meeting.

Commissioner Wolowicz reminded everyone that complaints/ comments should be submitted to the Director or submitted in the suggestion box.

2. Roof Work Bid:

Director O'Neill reported that all paper work has been signed and the City Council has approved the Mayor's request for appropriation. Work will be beginning on the maintenance building as weather permits.

Commissioner Robak asked that we also seek a quote for rain gutters for this building.

3. Cart Maintenance work quote:

Director O'Neill said he will be working to put something together for cart maintenance work.

A general discussion was held on cart maintenance work.

Tyler from IGM said they could provide cart maintenance for Chicopee Country Club. He said he would work with Mike Bach to forward a quote for this service. Chairman Robak suggested that we look into establishing a revolving fund for the carts. This would replace City funding of the carts. Chairman Robak said he would seek advice from the Mayor on establishing this account. Commissioner Ledoux said that we would be seeking new carts for the 2016 season. Chairman Robak reported that he received a communication from Superintendent Bach reporting that, upon inspection of three carts, it was discovered that all three carts need replacement of the secondary clutches. A general discussion followed on cart replacement and what would be best for Chicopee Country Club.

4. Course Tree Removal Bid Report:

Superintendent Bach received an arboricultural tree assessment report from Northern Tree.

Chairman Robak reported that he recently walked the course and the many of the trees listed in the report are a hazard. They are dead and branches are always falling to the ground. We recently had entire trees come down.

The report was reviewed and a general discussion was held.

Commissioner Ledoux said this report needs a closer review to determine the **priorities on tree removal.**

Commissioner Lonczak questioned a tree listed on the report on the 6th fairway. The commission asked the Director to find out if the City Forestry Dept could tackle some of these trees. We could ask the Mayor for an appropriation for some of the higher priority areas to keep the course safe.

5. Pay Adjustments for Pro Shop Cashiers:

Commissioner Wolowicz said that our cashiers have a lot more responsibility: they handle money, phone calls, bank deposits, and handle the pro shop merchandise.

A general discussion regarding the adjustment.

Commissioner Ledoux asked the Director to present the cost that would be associated with this adjustment at the next meeting.

Commissioner Lonczak suggested changing the requirements for the Assistant position to include a skill set working towards being able to give an assist or actually perform duties that only the Director can perform such as clinics, etc. Commissioner Ledoux suggested that we possibly add an Intern.

6.

Director O'Neill reported that preparations are underway for the golf show. Covered above

7. Web Page:

Director is working on this.

8. Concession and Director contracts:

Chairman Robak reported that the concession contract is in process of being signed for the 2015 season.

Chairman Robak was told by the Mayor that Directors O'Neill would be back for 2015 season. Robak noted that the term of the Directors contract is governed under city ordinance.

Course Revenue:

A general discussion was held on ways to improve revenue for the Chicopee Country Club.

SUPERINTENDENT REPORT:

Superintendent Bach was out sick today. Tyler from IGM reported that IGM is looking forward to the 2015 season at Chicopee Country Club.

DIRECTOR REPORT:

Director O'Neill reported that he is working to solicit new tournaments and firm up dates for returning tournaments. In addition, he is working on league play. He is also reviewing time slots for league teams. Mike reported that he is working with Commissioner Lonczak to get *Golf Now* on line for tee times for the start of the season.

Director O'Neill is looking to give lessons to create more revenue for the course.

Mike reported that he would have an orientation for the full staff before the start of the season.

CONCESSION REPORT:

Bill and Doug said they were happy to be back for the 2015 season at Chicopee Country Club. Bill reported that he is working on the liquor license. Bill and Doug are working along with the Director to solicit new tournaments for 2015.

SIGNING / REVIEW OF BILLS:

All bills presented were reviewed and signed

The winter meetings will be held on Feb. 11, 2015 and March 11, 2015 at the Main Library on Front Street.

DATE, TIME, SITE OF NEXT MEETING:

Feb. 11, 2015 @ 6:00 P.M. Front Street, Main Library

Commissioner Ledoux made a motion to adjourn. 2nd by Commissioner Tanguay, all in favor. Motion passed

MEETING ADJOURNED at 8:21 p.m.